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## Your job

**Job Title: Specialist Lead Teacher – Experts at Hand**

**Service: Education**

**Grade: Soulbury 9-13**

**Reporting to: Service Manager – Experts at Hand**

This is a unique opportunity to become part of Wigan's pioneering Experts at Hand team, an ambitious and innovative programme designed to transform experiences and outcomes for children and young people with special educational needs and/or disabilities (SEND) across our mainstream schools and educational settings. The model aims to shift practice from reactive intervention to early, expert-led prevention, ensuring children receive the right support at the right time.

In collaboration with the Head of Specialist Teaching Services, the Lead Specialist Teacher will provide professional leadership, supervision and management for Specialist Teachers within the Experts at Hand Service, ensuring high standards of practice, quality assurance and workforce development across the specialist teaching discipline.

As a member of the Core Hub Leadership Team, the Lead Specialist Teacher will work alongside the Experts at Hand Service Manager, Senior Educational Psychologist, Advanced Practitioner Speech and Language Therapist and Advanced Practitioner Occupational Therapist to develop and deliver Wigan's innovative Experts at Hand model. The role will balance professional accountability with integrated multi-disciplinary working, ensuring specialist teaching expertise is effectively deployed to improve inclusion, build workforce capacity and improve outcomes for children and young people with SEND.

The post holder will lead on professional standards, reflective supervision, quality assurance and continuous improvement for specialist teachers whilst contributing strategically to SEND reforms, service development and the transformation of inclusive practice across Wigan.

## **Mandatory Statement**

The Council is committed to complying with European General Data Protection regulations (UKGDPR) and meeting the requirements of the Information Commissioner's office (regulating data protection compliance in the UK). It is your responsibility to ensure that the work you undertake is compliant with the General Data Protection regulations.

Wigan Council is an active, strong, and committed corporate parent. As a priority, all employees have a responsibility towards the children we look after and care leavers, not just those employed by the Children's Directorate.

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## **In this job you will:**

In the next 12 months, you will:

- Establish the professional leadership arrangements for Specialist Teachers within the Experts at Hand model.
- Develop the supervision, quality assurance and workforce development framework for specialist teaching practice.
- Implement professional standards and quality assurance processes across the service.
- Support recruitment, induction and development of the Specialist Teacher workforce.
- Build strong multidisciplinary relationships with EP, OT and SLT professional leads.
- Contribute to the establishment and embedding of the Experts at Hand service across Wigan.

On an ongoing basis you will:

### **Professional Leadership and Line Management**

- Provide professional line management and supervision for Specialist Teachers within the Experts at Hand Service.
- Undertake regular supervision, appraisal, development conversations and performance review processes.
- Support recruitment, induction, retention and succession planning for specialist teaching staff.
- Monitor workload, wellbeing and professional practice standards across the specialist teaching workforce.

- Develop a culture of continuous professional learning, collaboration and reflective practice.
- Provide professional support and guidance on complex cases, inclusive practice and SEND provision.

### **Quality Assurance and Practice Standards**

- Lead quality assurance arrangements for Specialist Teacher practice across the service.
- Establish and maintain professional standards, guidance and operating procedures.
- Audit the quality and impact of assessment, consultation, intervention and workforce development activity.
- Ensure consistency of advice and support provided across localities and educational phases.
- Lead moderation and peer review activities to strengthen practice and professional accountability.
- Ensure compliance with SEND legislation, safeguarding requirements, GDPR and council policies.

### **Workforce Development**

- Lead the professional development strategy for Specialist Teachers.
- Identify workforce development needs through supervision, audit and performance information.
- Design and commission professional learning opportunities that strengthen specialist teaching practice.
- Support practitioners to develop expertise in inclusive pedagogy, OAIP, the Graduated Approach and evidence-informed SEND practice.
- Contribute to multidisciplinary workforce development across the Experts at Hand Service and wider educational workforce.

### **Strategic Leadership and Service Development**

- Contribute to the strategic development and implementation of the Experts at Hand programme.
- Support delivery of SEND reforms and the borough's inclusion strategy.
- Use performance, quality assurance and outcome information to inform service improvement.
- Contribute to service planning, policy development and operational procedures.
- Champion innovative approaches which strengthen inclusion and prevent escalation of need.
- Represent specialist teaching within strategic groups, partnership meetings and service development activity.

## **Multi-disciplinary Leadership**

- Act as a member of the Core Hub Leadership Team.
- Work collaboratively with the Service Manager, Senior Educational Psychologist, Advanced Practitioner Speech and Language Therapist and Advanced Practitioner Occupational Therapist to ensure integrated service delivery.
- Contribute specialist expertise to triage, allocation, consultation and support for complex cases.
- Promote multidisciplinary approaches that improve outcomes for children, young people and families.
- Support consistent implementation of the Experts at Hand model across all localities and phases.

## **Direct Specialist Practice**

Whilst the primary focus of the role is leadership and management, the post holder will:

- Maintain an allocated caseload of complex and strategically significant schools.
- Provide specialist consultation, assessment and advice to educational settings.
- Model best practice through coaching, mentoring and direct support.
- Contribute to borough-wide workforce development and inclusion initiatives.
- Support early years settings, schools and colleges to strengthen Ordinarily Available Inclusive Provision, Targeted and Targeted Plus interventions and implementation of the Graduated Approach.
- Ensure you operate within GDPR guidelines by regularly reviewing data held and destroying information in line with retention schedules

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## **In this job you will need:**

You must be able to demonstrate the following essential requirements:

### **Qualifications**

- Qualified Teacher Status (QTS).
- Degree qualification or equivalent.
- National Award for SEN Coordination, relevant postgraduate SEND qualification, or equivalent advanced professional study.
- Evidence of substantial ongoing professional development.

### **Experience**

- Significant experience as a Specialist Teacher, Advisory Teacher, SEND Leader or equivalent senior role.
- Experience of line managing, supervising or leading staff.
- Experience of leading service improvement, quality assurance or workforce development activity.
- Extensive experience supporting children and young people with SEND across a continuum of need.
- Experience of delivering consultation, coaching and professional development to education professionals.
- Experience of working strategically across educational settings and multi-agency partnerships.

### **Knowledge**

- Extensive knowledge of SEND legislation and statutory frameworks.
- Expert understanding of inclusion, OAIP, the Graduated Approach and evidence-informed SEND practice.
- Understanding of quality assurance, workforce development and professional supervision processes.
- Detailed understanding of system leadership and organisational change.

### **Skills**

- Strong leadership and people management skills.
- Ability to provide professional supervision and challenge.
- Excellent coaching, mentoring and facilitation skills.
- Ability to analyse performance and quality assurance data.
- Strong strategic planning and service development skills.
- Excellent communication, influencing and partnership-working abilities.

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## **Our Culture**

For us, it's not just about all we achieve as an organisation, but how we do it. Therefore, all employees are expected to display our **TeamWigan** behaviours.

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|-----------------------|------------------------------------------------------------------------------------------|
| <b>Be Positive</b>    | “ Take pride in all that you do and support and develop yourself and others. ”           |
| <b>Be Accountable</b> | “ Be responsible for making things better, enabling change and supporting improvement. ” |
| <b>Be Courageous</b>  | “ Be open to doing things differently and working collaboratively with others. ”         |
| <b>Be Kind</b>        | “ Be helpful, generous and thoughtful towards yourself and others. ”                     |